

Institutional Practical Training for Additional departments

As per the guidelines issued by the IRDAI, an Institutional Practical Training for **Additional departments** shall be conducted by the Insurance Institute of India (III) for **Marine Cargo, Fire, Motor, Miscellaneous, Engineering, Loss of Profit, Marine Hull and Crop insurance departments**. Eligibility for enrolment requires candidates to have passed the relevant examination conducted by the Insurance Institute of India for the respective subject.

The training module consists of two parts:

Part I of the training will be conducted on **digital platform (MS Teams)** for **1 week (6 days)** in **each additional department** with Introduction to different type of policies, terms, conditions, warranties, coverage's, add-on-covers, various terminologies used in insurance, and nature of claims, use of technology, various techniques and tools for assessment of risk and losses. Report writing, including presentation of facts, admissibility of the claims in a precise and accurate manner and importance of timely submission of reports in compliance with regulatory requirements; Code of conduct required for treating policy holders fairly during the entire process of assessment of loss. Use of public domain for relevant information.

Part II of the training module consists of onsite training for **1 week (6 days)** to be taken on their own by participants under the guidance of a senior surveyor, **having 8 years of experience in the concerned department**: in accordance with IRDAI guidelines after completing one week of practical training with the Insurance Institute of India.

There will be a **Final Practical Test** conducted at the end of the above training module, which is mandatory for all participants.

Who can enrol: Existing Surveyors who passed the additional papers for departments other than those holding a license under the new scheme as per Circular No. IRDA/SURGDL/MISC/068/03/2021.

Certificate: Certificate will be issued after completion of the training and passing the Final Practical Test.

Eligibility criteria:

1. Enrolment with IRDAI for the department should not be **older than 3 years**.
2. Candidate should have passed the mandatory **S-01 (Principles and Practice of Insurance and Survey and Loss Assessment)** and **his respective subject** exam conducted by III.
3. The candidate should be a **licence holder**.

Registration Process

Step 1: Filling the Google form

Please **fill the Google form** Link <https://forms.office.com/r/2LsdaSdx9P> and send the documents through mail

Step 2: Document submission

The documents required for registration for the training:-

1. Current License
2. III Result copy
3. Passport Size Photo (maximum 10 kb)
4. IIISLA Membership Certificate (If available)

Soft copy of the Documents send to on surveyor_training@iii.org.in

Step 3 Payment of Fees

After verification of the document, III will share you the Fees payment Link

Course Fees: Rs.11,800/- (Rs.10,000/- + 18% GST per subject)

(The fees (If any) for Practical Onsite Training to be imparted by surveyors/IIISLA has to be incurred separately by the participants.)

Subject Enrolment Limit: 3 subjects at a time

Duration: (Tentative Schedule) Time 10.30 hrs. - 17.00 hrs. (Online Training)

Duration	Subject	Date	Last date for submission Documents
Part 1 - 1 Week Online Training	Fire Insurance	09 th March 26 to 16 March 26	02 nd Mar 26
	Marine Cargo Insurance	17 March 26 to 25 March 26	11 th Mar 26
	Engineering Insurance	27 March 26 to 7 th April 26	23 rd Mar 26
	Miscellaneous Insurance	9 th April 26 to 17 th April 26	01 st Apr 26
	Marine Hull Insurance	20 th April 26 to 27 th April 26	13 th Apr 26
	Loss of Profit Insurance	29 th April 26 to 7 th May 26	22 nd Apr 26
	Motor Insurance/Crop Insurance	11 th May 26 to 18 th May 26	04 th May 26
Part 2 - 1 Week Onsite Training	After completing online training		On-site training with the Surveyor
Final Practical Test	The date and time of the examination will be intimated separately.		Online - MCQ Test

For enrolment and technical support, contact the Email ID – surveyor_training@iii.org.in

1. Ms. Nilambari Bagde (022 6965 4234)
2. Ms Yogeeta Kulkarni (022 6965 4255)
3. Ms Sneha Pednekar (022 6965 4270)

Or contact 022 69654 254 / 284 / 249 / 266